

ROUTING AND TRANSMITTAL SLIP		
TO: (Name, office symbol, room number, building, Agency/Post)		<div style="border: 1px solid black; border-radius: 50%; padding: 5px; display: inline-block;"> Date OL/Fla Initials Date </div>
1.	OL-OC (Registry)	
2.	OL/FMD ACTION	
3.		
4.	EO/DDA	
5.		
Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

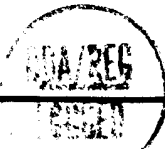
REMARKS

will forward
to EO/DDA saying we
will not respond.

DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and similar actions

FROM: (Name, org. symbol, Agency/Post)	Room No.—Bldg.
	Phone No.

ROUTING AND RECORD SHEET



SUBJECT: (Optional)

Headquarters Compound Property Planning

FROM: John M. Ray
Director of Logistics

EXTENSION

NO.

OL 10217-87

DATE

18 August 1987



STAT

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. DDA/EXA
7D24 Hqs.

20 AUG 1987

7/21

jm

Good proposal. Suggest we find it quickly. jm

2. ADDA

21 AUG 1987

JD

3. DDA

21 AUG 1987

WD

4. ↓

7. D/OL

3 to 7: I have no problem with this except for the "work out stations". Do we — does OMS — really want those scattered down through the woods ??

Proceed with rest — hold on "work out stations".

B+C-CR

19 August 1987

MEMORANDUM FOR: Deputy Director for Administration

FROM: John M. Ray
Director of Logistics

SUBJECT: Headquarters Compound Property Planning

REFERENCE: Memo from DDA to D/L dated 7 July 87
DDA memo 87-1406); same subject

1. As requested in reference, the Office of Logistics has undertaken the following action:

a. Arrangements are in the final stages for awarding a contract to Dewberry and Davis for the survey of the entire Agency compound including Scattergood Thorne, the GSA property adjacent to the Turkey Run Access Road, and the property line along Savile Lane. Permanent markers will be installed as part of the survey process.

b. The fence along the Savile Lane property line has been surveyed. Replacement of the existing 4,000 feet of fence with a five-foot-high, vinyl-coated chain-link fence will cost an estimated \$40,000. This cost includes the removal of the existing fence.

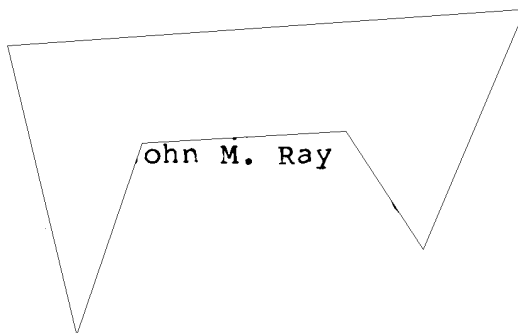
c. Attached for your review is a proposed layout and cost estimate of an eight-foot wide walking/jogging trail including exercise stations. Consideration was given to building a trail out of crushed gravel; however, it is our opinion that weather conditions would have an adverse effect on maintaining the track. Based on discussions with the Office of Medical Services, we propose to build the trail using crushed gravel for a base and covering it with asphalt in order to make the trail an all-weather facility and to reduce the upkeep and maintenance costs to a minimum. Estimated cost for construction of track and exercise stations is \$107,575. The asphaltting season ends around Thanksgiving with the onset of cold weather. As a result, we will have to expedite the contracting process if we intend to use this year's funds and have the track in place before the end of the asphalt season.

OL 10217-87

SUBJECT: Headquarters Compound Property Planning

2. Representatives of Facilities Management Division are prepared to give you a detailed briefing on these proposals at your convenience.

Attachments
As stated



STAT

SUBJECT: Headquarters Compound Property Planning

OL/FMD/ [] (17 Aug 87)

STAT

Distribution:

Orig & 1- Addressee

1 - OL Files

1 - OL/FMD Chrono

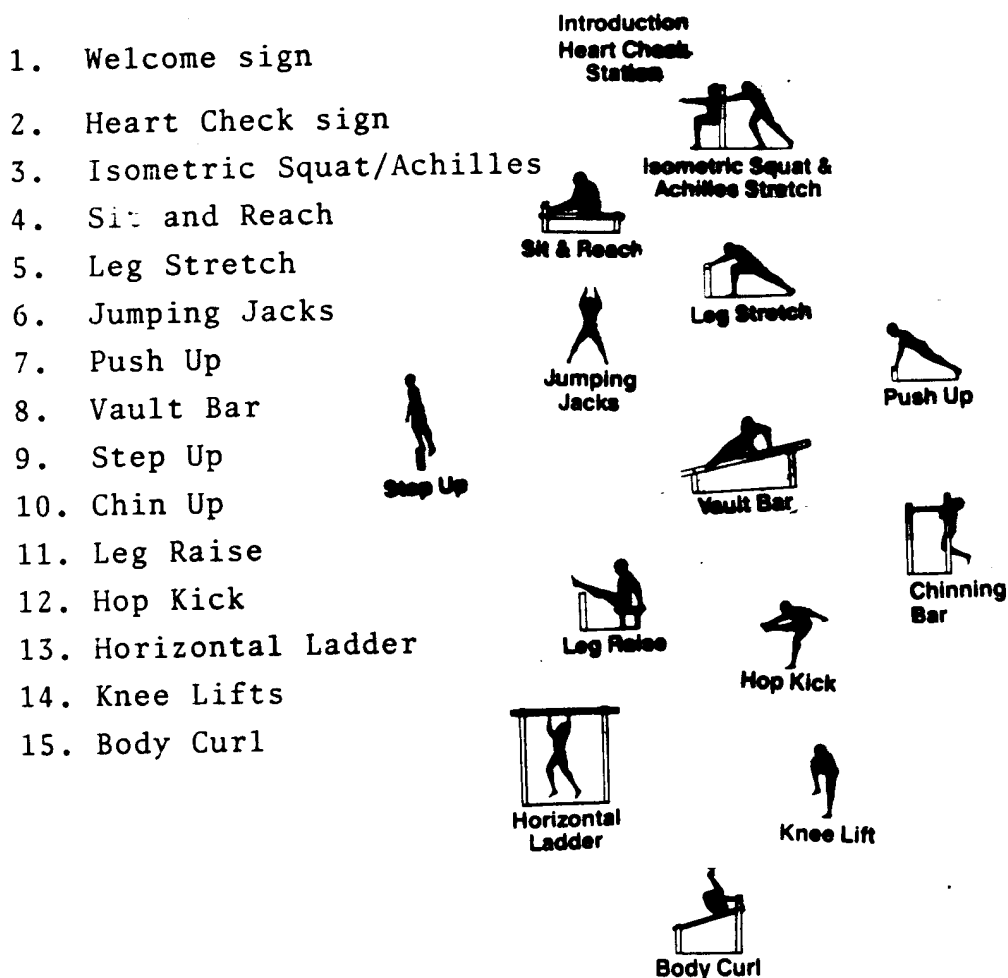
1 - OL/FMD Official

Exercise Trail Proposal

An outdoor Exercise Trail would combine the Aerobics of Walking and Jogging to condition the Cardio-Respiratory System, and prescribed exercises to improve the Musculoskeletal System. This type of system would combine three of the four components of Fitness: Cardiovascular, Muscular Strength and Endurance and Flexibility. Each Exercise could be performed at the individuals age level and Target Heart Rate.

A Walking/Jogging trail 1- 1/4 mile long could easily incorporate 16 different stations. Each station would employ a self instructing sign that illustrates the exercise to be performed and the level of performance based upon the exercisors age and Target Heart Rate. Participants at each station would be instructed to either walk or jog to the next station dependent upon age and Target Heart Rate.

The following is a list of exercise stations that would provide a comprehensive exercise plan with regard to warm up, vigorous exercise and a cool down period. The stations should be located on fairly level ground. The average area is 8' x 8' and could be constructed of gravel and wood chips.



COST ESTIMATE (JOGGING TRACK)

SURVEYING SITE	5,280 X \$.96	=	\$ 5,068.80
REMOVAL OF DEBRIS	1.1 Acre X 1,550	=	1,690.90
CRUSHED GRAVEL (6" deep)	5,280 X \$4.83	=	25,502.40
ASPHALT	5,280 X \$7.05	=	37,224.00
WORKOUT STATION	2,000 X \$16	=	32,000.00
LANDSCAPING*		=	<u>6,089.16</u>
TOTAL			\$107,575.26

* Required to repair and reseed ground after removal of trees.
May not need full amount.